

# **Phoenix Golf Club – Social Media policy**

Date June 2020

## **1. Introduction**

Social networking sites (such as but not exclusively Facebook, Twitter, YouTube, Instagram, Flickr, LinkedIn) are useful way of keeping in touch with friend, family and club members and club members and are a good way to exchange information. However, members, staff and club associates (hereinafter referred to as 'members') must be aware that what is posted on social networking sites may be seen across those networks and are reminded that they must not bring Phoenix Golf Club (PGC) into disrepute, make defamatory or derogatory comments or cause distress to any other member.

## **2. Policy**

PGC recognises that some members will make use of social media and social networking in their own time using their own equipment. Whilst there is no intention to restrict any proper and sensible exercise of any individuals rights and freedoms, it is expected that all members will take personal responsibility and conduct themselves in such a way as to avoid bringing PGC into disrepute or compromise its effectiveness.

This policy has been prepared to protect the privacy, confidentiality, and interests of PGC.

This policy only applies to club related issues and is not meant to infringe upon an individual's personal interaction or commentary online. However, all members are asked to respect the privacy, confidentiality, and propriety of PGC and those working on their behalf and not to post anything that might be considered to breach this. Members should take care when discussing information related to PGC affairs as discussions can sometimes be misinterpreted and potentially put other members or the public at risk.

All members should be aware that inappropriate posts made to social media sites could lead to disciplinary action and in extreme cases criminal and civil liability. All members must take this into account before posting to the internet, including engaging in blogging or the use of forums, video sharing or social networking sites.

Members should be aware that the golf Committee takes the posting at any time of offensive material and the harassment, bullying or victimisation of members via the internet or social networking sites very seriously.

A breach of the following may lead to disciplinary actioned as deemed necessary by the golf Committee.

- Members must not divulge and confidential information or information belonging to PGC which is not in the public domain or expand upon such information already in the public domain.

- If any member discloses the fact that they are attached to PGC then it must be made absolutely clear that any views expressed do not represent PGC but are the views of the individual.
- Members cannot write a blog in an official capacity unless sanctioned by the golf Committee - i.e.- it represents the views of PGC. If they give a personal opinion as an expert in a particular field, they must state that this is solely their view and not the view of PGC. Members must not use any PGC logo or other copyright material that infers official endorsement of any photograph, article, document or opinion.
- Any photographs of PGC members must not harass or intimidate them or bring the club into disrepute.
- Members must not display offensive images or make offensive comments or in any way harass, intimidate, bully, victimise or discriminate against other members or make defamatory comments in relation to PGC.
- Any member who is made aware of any breaches of the policy should make this known to a member of the golf Committee immediately.

### **3. Committee members' responsibilities**

All committee members have a duty to implement this policy and take appropriate action if they become aware of any breach. They should also explain the club's policy on the use of social media and networking sites and promote awareness of this policy.

### **4. Breach of policy**

Any member found to be in breach of the policy may be subject to disciplinary action and will be discussed by the golf Committee. Appropriate action will be taken as deemed necessary.

Review Date Jan 2022 or when required